

Order of Service - DATE

Theme/Title

Celebrant -

Reflection Title -

	Component	Person	Title/Description	Audio Source	Video Source
1	Display Order of Service			[Audio Playlist]	[Slideshow]
3:25 - Check that the celebrant and welcome speaker are ready. 3:30 - Introductory technical announcements - Mute All and invite the first speaker to unmute. Cue for Welcome Speaker = "Recording Started"					
2	Welcome/Board Minute		Welcome Script Revised 2022.09	[Speaker]	Camera
3	Chalice Lighting			[Speaker]	Camera
4	Song			Video-Audio	[video]
5	Time for All Ages			Speaker	Camera
6	Joys and Sorrows			[Speaker]	Camera (auto switch)
7	Meditation			Speaker	Camera
7	Song			Video-Audio	[video]
8	Reading			[Speaker]	Camera
9	Anthem			Video-Audio	
10	Reflection			[Speaker]	Camera
11	Interactive			[Speaker]	Camera Slideshow]
11	Share the Plate for May			[Speaker] All	Camera Slideshow]

13	Closing Song			<i>Video-Audio</i>	<i>[video]</i>
14	Closing Words			<i>Speaker</i>	<i>Camera</i>
	coffee hour				

Reflection Theme/Summary for Newsletter

WORSHIP MATERIALS and LINKS

Chalice Lighting

Readings

Closing Words

Action Items - Emails

- Confirm Welcome Speaker
- 8th Principle
- Readers
- Tech Person
- Time for All Ages